

Nevada Voter Registration Tool Kit

2008



www.silverstate08.com



Advisory Committee on Participatory Democracy (ACPD)
Ross Miller, Secretary of State



How to Conduct an Employee Registration Drive

Step 1

Request Voter Registration Applications

Contact the Nevada Secretary of State's Elections Division (775.684.5705) to request the total amount of voter registration applications you will need. If you anticipate registering more than 50 employees, you will need to fill out and submit a Mail Distribution Plan. A copy of the Mail Distribution Plan can be downloaded below.

[Mail Distribution Application](#)

Step 2

Determine date, location and time

It's a good idea to pick a central location that is easily accessible to all employees during a high traffic time. Any company sponsored event is an excellent time to conduct a registration drive. Some ideas are listed below:

- Company luncheon – if you have a large lunch/break room, provide lunch for employees; have an area set up where employees can stop and register to vote.
- Health fair – if your company hosts a health fair, make sure to have a voter registration table set up
- Company picnic – set up a table and make an announcement about registering when the picnic begins

If you would like to request that Secretary of State Ross Miller participate in your voter registration drive, please contact the Secretary of State's Office at 775.684.5709 for scheduling.

Step 3

Promotion

Now that your registration event details are complete, it is important to encourage your employees to attend. Promote the event in your company newsletter, send out a company-wide e-mail, place table tents with details of the event in the lunch room, and/or post a flyer on your office bulletin board.

Note:

To ensure the integrity of the voter registration process, any individual or organization conducting a voter registration drive in Nevada must adhere to all statutes and regulations. It is the responsibility of an individual or organization conducting a voter registration drive to ensure all participants acting on behalf of such individual or organization are compliant with these statutory requirements. These statutory requirements are set forth in the Guide below.

[Guide to Conducting Voter Registration Drives](#)



Resources for Registering and Voting

Nevada Secretary of State
www.silverstate08.com

County Clerks & Voter Registrars

CARSON CITY: Alan Glover, County Clerk www.carson-city.nv.us	CHURCHILL COUNTY: Kelly G. Helton, County Clerk www.churchillcounty.org
CLARK COUNTY: Larry Lomax, Registrar of Voters www.accessclarkcounty.com	DOUGLAS COUNTY: Barbara Griffin, County Clerk cltr.co.douglas.nv.us
ELKO COUNTY: Win Smith, County Clerk www.elkocountynv.net	ESMERALDA COUNTY: Lacinda "Cindy" Elgan, County Clerk www.accessesmeralda.com
EUREKA COUNTY: Jackie Berg, County Clerk co.eureka.nv.us	HUMBOLDT COUNTY: Tami Rae Spero, County Clerk www.hcnv.us
LANDER COUNTY: Gladys Burris, County Clerk www.landercounty.org	LINCOLN COUNTY: Lisa Lloyd, County Clerk www.lincolncountynevada.com
LINCOLN COUNTY: Lisa Lloyd, County Clerk www.lincolncountynevada.com	LYON COUNTY: Nikki A Bryan, County Clerk www.lyon-county.org
MINERAL COUNTY: Cherrie A. George, County Clerk E-mail: clerk-treasurer@mineralcountynv.org	NYE COUNTY: Sandra L. "Sam" Merlino, County Clerk www.co.nye.nv.us
PERSHING COUNTY: Donna Giles, County Clerk E-mail: dgiles@pershingcounty.net	STOREY COUNTY: Vanessa Dixon, County Clerk E-mail: vdixon@storeycounty.org
WASHOE COUNTY: Dan Burk, Registrar of Voters www.co.washoe.nv.us/voters	WHITE PINE COUNTY: Donna Bath, County Clerk www.whitepinecounty.com

Federal Voter Registration Application
www.fabnit.com/nvra-update-09-12-06.pdf

National Association of Election Officials Election Center
www.electioncenter.org

United States Election Assistance Commission
www.eac.gov

Federal Voting Assistance Program
www.fvap.gov





Guide to Voting

Voting is simple – there are just a few guidelines you must follow. Nevada law requires that you:

1. Must be 18 years of age or over
2. A U.S. citizen
3. Be a resident of Nevada for 30 days preceding any election
4. Cannot be convicted of certain felonies. (Ask your Registrar)
5. Cannot be declared by a court to be mentally incompetent

REGISTER

In order to vote, you must first register. Simply fill out a voter registration application form. You will need a photo I.D. and proof of residency in order to fill out the form, which may be found at:

- **Insert contact info of staff member in charge of voter registration forms**
- Nevada Department of Motor Vehicles
- County Clerk/Registrar of Voters' Office
- Any City Clerk's Office
- United States Post Offices
- Utility companies
- Political party offices
- Chambers of Commerce

Return your application via mail or in person at:

- **Insert contact info of staff member in charge of voter registration forms**
- Your County Clerk/Registrar of Voters' Office
- Your City Clerk's Office
- Department of Motor Vehicles (DMV)

The only time you will need to submit another voter registration form is if you have changed your physical address, your name or your party affiliation.

Registration Deadlines:

Primary Election - Mail in - July 12, 2008
In Person - July 22, 2008
General Election - Mail in - October 4, 2008
In Person - October 14, 2008



VOTE

Now that you are registered, you are ready to vote. Prior to the election, a sample ballot will be provided to you from your County Clerk/Registrar of Voters' Office. The sample ballot will contain the offices and questions appearing on the actual ballot. It will also contain information about your party affiliation, precinct, the name and address of your Election Day polling place, and the early voting schedule and locations.

Review the ballot carefully and mark your selections. It may be helpful to bring the sample ballot with you to your polling place as a reference when making your selections on the voting machine.

Contact your County Clerk/Registrar of Voters' Office if you haven't received a sample ballot.

Voting Options

Early Voting

Early voting is easy in Nevada and is available to every voter. Voters can vote at any location in their respective county where early voting is offered. Early voting for the Primary Election is July 26 - August 8, 2008. Early voting for the General Election is October 18 - October 31, 2008. Early voting locations by county may be found at www.silverstate08.com or by contacting your County Clerk/Registrar of Voters' Office.

Election Day Voting

If you choose to vote on Election Day, you must vote at your designated polling location – to locate your polling place visit www.silverstate08.com. Upon arriving, you will be directed to your precinct table where an election clerk will verify your name and signature. You will then be directed to a voting machine to cast your ballot. The electronic, touch-screen voting machines provide step-by-step instructions on how to properly make your ballot selections. Election officials will be on site to help you if you have any questions regarding the voting machine.

Absent Voting by Mail-In Ballot

Any registered voter may request to vote by absent ballot. To request an absent ballot, you must complete and submit an Absent Ballot Request Form, which may be obtained from your local county election official.

It's best to submit your request early so your local election official has enough time to send you the ballot. You must mail your completed ballot in a timely manner to your County Clerk/Registrar of Voters' Office. All absent ballots must be received by 7 p.m. on Election Day in order to be counted.

First Time Voter

If you are a first-time voter, you must provide a copy of an acceptable form of identification with your Absent Ballot Request Form in order to vote via absent ballot. Acceptable forms of identification include:



Forms of ID may include:

- Current Nevada Drivers' License
- Current Nevada State Identification Card
- Rent receipt with pre-printed address
- Bank statement or pre-printed check
- Credit card statement
- Car registration or proof of insurance
- Government document (tax bill, income info.)
- Current utility bill
- Any combination of the above

Contact your County Clerk/Registrar of Voters' Office or the Elections Division if you have any questions regarding absentee voting.

Election Dates:

Primary Election – August 12, 2008

Early voting for Primary Election – July 26 - August 8, 2008

General Election – November 4, 2008

Early voting for General Election – October 18 - October 31, 2008

PRIMARY ELECTION: AUGUST 12, 2008 (NRS 293.175)

Registered Voters	Citizens Not Registered to Vote (excluding military & overseas citizens)	Military & Overseas Citizens
<p>Absent Ballot Request Deadline (registered voters only)</p> <p>Received No Later Than August 5, 2008</p> <p>(NRS 293.315)</p>	<p>Voter Registration Deadlines</p> <p>Received by Mail July 12, 2008</p> <p>In-Person Registration July 22, 2008</p> <p>(NRS 293.560)</p>	<p>Voter Registration & Absent Ballot Request Deadline (using the FPCA*)</p> <p>Postmarked No Later Than July 12, 2008</p> <p>(NRS 293.501; NAC 293.400)</p>

GENERAL ELECTION: NOVEMBER 4, 2008 (NRS 293.12755)

Registered Voters	Citizens Not Registered to Vote (excluding military & overseas citizens)	Military & Overseas Citizens
<p>Absent Ballot Request Deadline (registered voters only)</p> <p>Received No Later Than October 28, 2008</p> <p>(NRS 293.315)</p>	<p>Voter Registration Deadlines</p> <p>Received by Mail October 4, 2008</p> <p>In-Person Registration October 14, 2008</p> <p>(NRS 293.560)</p>	<p>Voter Registration & Absent Ballot Request Deadline (using the FPCA*)</p> <p>Postmarked No Later Than October 4, 2008</p> <p>(NRS 293.501; NAC 293.400)</p>

*Federal Post Card Application: for use by military and overseas citizens; accepted as both registration and request for absent ballot; single form will cover both primary & general if submitted prior to deadline for primary





New to Nevada?

REMEMBER to Register to Vote

As a new resident of Nevada, you now have the opportunity to take part in forming state policies through the electoral process. The first step is to fill out a voter registration application. By registering to vote, you will be eligible to participate in elections and will be informed of important election information such as your polling location, sample ballots, your precinct information and early voting information.

Nevada law requires that you:

1. Must be 18 years of age or over
2. A U.S. citizen
3. Be a resident of Nevada for 30 days preceding any election
4. Cannot be convicted of certain felonies. (Ask your Registrar)
5. Cannot be declared by a court to be mentally incompetent

You can pick up a voter registration application at:

- [Insert contact info of company member in charge of voter registration forms](#)
- Nevada Department of Motor Vehicles
- County Clerk/Registrar of Voters' Office
- Any City Clerk's Office
- United States Post Offices
- Utility companies
- Political party offices
- Chambers of Commerce

Be sure to return your application via mail or in person at:

- [Insert contact info of company member in charge of voter registration forms](#)
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Have You Moved Recently?

REMEMBER to update your voter registration with your new address

If you have recently moved, you must fill out a voter registration application with your new address before the registration deadline. Failure to do so may cause your registration to be put into inactive voter status, which may cause delays when you go to vote. Additionally, you may not receive important election information such as your polling location, sample ballots, your precinct information and early voting information.

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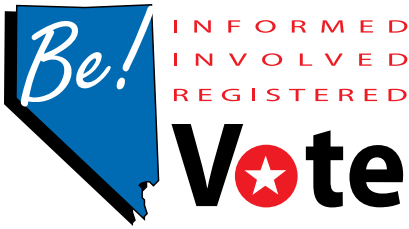
Primary Election - Mail in - July 12, 2008

In Person - July 22, 2008

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In Person - October 14, 2008





New Citizens

Register and exercise your right to vote

As a new citizen of United States, you now have an opportunity to take part in helping form our state and nation's future. It's your obligation to exercise your new right to vote; but before you can vote, you must first register.

To register to vote, Nevada law requires that you:

1. Must be 18 years of age or over
2. A U.S. citizen
3. Be a resident of Nevada for 30 days preceding any election
4. Cannot be convicted of certain felonies. (Ask your Registrar)
5. Cannot be declared by a court to be mentally incompetent

Registering simply requires you to fill out a voter registration application. You will need a photo identification and proof of residency in order to fill out the form, which may be found at:

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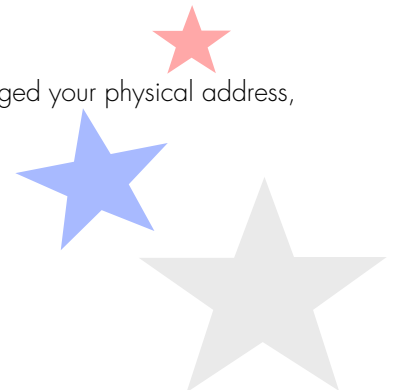
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The only time you will need to submit another voter registration form is if you have changed your physical address, your name or your party affiliation.

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I N F O R M E D
I N V O L V E D
R E G I S T E R E D

V  **ote**

www.silverstate08.com

Primary Election

August 12, 2008

General Election

November 4, 2008

Advisory Committee on Participatory Democracy (ACPD)

Ross Miller, Secretary of State

775.684.5705



Want to be involved with this year's election?

Become a Poll Worker

Poll workers are a key element in any election and help the voting process run smoothly. They assist voters with any problems that may occur during voting and help maintain the integrity of the electoral process.

To volunteer as a poll worker you must:

- Be a registered voter
- Not be a relative of a candidate for nomination or election
- Not be a candidate for nomination or election

To become a poll worker you must attend a training class that will provide you with the knowledge to carry out the duties and responsibilities of the position. A poll worker is a voluntary position but some counties provide compensation for your time spent working at the polls. To find out specific details on how you can apply to become a poll worker, contact your County Clerk/Registrar of Voters.

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CLARK COUNTY: Larry Lomax, Registrar of Voters www.accessclarkcounty.com	DOUGLAS COUNTY: Barbara Griffin, County Clerk cltr.co.douglas.nv.us
ELKO COUNTY: Win Smith, County Clerk www.elkocountynv.net	ESMERALDA COUNTY: Lacinda "Cindy" Elgan, County Clerk www.accessesmeralda.com
EUREKA COUNTY: Jackie Berg, County Clerk co.eureka.nv.us	HUMBOLDT COUNTY: Tami Rae Spero, County Clerk www.hcnv.us
LANDER COUNTY: Gladys Burris, County Clerk www.landercounty.org	LINCOLN COUNTY: Lisa Lloyd, County Clerk www.lincolncountynevada.com
LINCOLN COUNTY: Lisa Lloyd, County Clerk www.lincolncountynevada.com	LYON COUNTY: Nikki A Bryan, County Clerk www.lyon-county.org
MINERAL COUNTY: Cherrie A. George, County Clerk E-mail: clerk-treasurer@mineralcountynv.org	NYE COUNTY: Sandra L. "Sam" Merlino, County Clerk www.co.nye.nv.us
PERSHING COUNTY: Donna Giles, County Clerk E-mail: dgiles@pershingcounty.net	STOREY COUNTY: Vanessa Dixon, County Clerk E-mail: vdixon@storeycounty.org
WASHOE COUNTY: Dan Burk, Registrar of Voters www.co.washoe.nv.us/voters	WHITE PINE COUNTY: Donna Bath, County Clerk www.whitepinecounty.com



Are you registered to vote in Nevada?

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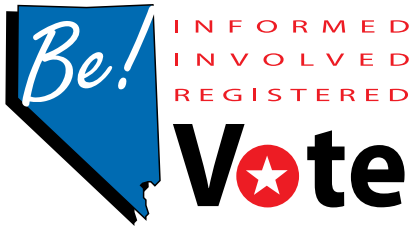
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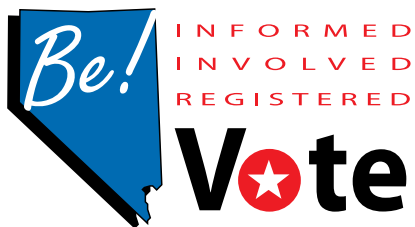
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Election 2008: It's Your Time to Decide

Insert Company Name to Conduct Voter Registration Drive

The 2008 Election is shaping up to be unlike any other election cycle of the past. More and more Americans are taking interest in the election and anticipating to participate in the electoral process. Nationwide, states are seeing unprecedented numbers of citizens registering to vote and are expecting record voter turnout numbers on Election Day.

Insert company name and Nevada Secretary of State Ross Miller are encouraging **insert company name** employees to take part in this historical election by registering to vote.

On **insert date**, our office will be conducting a registration drive at **insert location and time**. Voter registration applications will be available to employees who are not registered to vote in Nevada, as well as to those needing to update their voter registration due to a change of address, name or party affiliation.

"To vote is a right and a privilege. This election cycle is an excellent time to exercise your right and voice your opinion to bring about change in public policy on issues of importance to you," said Secretary of State Ross Miller.

To be eligible to register to vote, Nevada law provides that you must be 18 years of age or over, a U.S. citizen and a resident of Nevada for 30 days preceding any election. The Primary Election will be held August 12, 2008 and the General Election on November 4, 2008.

Insert quote from company leadership here.

For more information on registering to vote, visit www.silverstate08.com.